

**Centers for Epidemiology and Animal Health
Training Courses**

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NOMINATION/APPLICATION PROCEDURES

Each field nominee must submit the enclosed nomination request through the Area Office to the Regional Office. Each headquarters nominee must submit the enclosed nomination request through the Associate Deputy Administrator's Office, National Animal Health Policy Programs (NAHPP). The Regional Office and/or the NAHPP, Associate Deputy Administrator's Office will then submit the prioritized nominations to the nomination address listed in the course description. First priority is given to those individual(s) who are in absolute need of the training. More than one person may be placed in priority one status.

The Centers for Epidemiology and Animal Health (CEAH) cannot accept nominations directly unless they come through the Regional Office or the NAHPP, Associate Deputy Administrator's Office. If you have not nominated a participant, or have vacant positions that are to be filled, and want to reserve a space in the course, you may write "to be determined," or, "TBD" on the nomination form. Director approval is required for the named nominations, as well as a commitment to fill or cancel reserved spaces.

All training-related correspondence (select, non-select, cancellation, etc.) will be sent directly to the participants by email with copies to the VSMT, Training Coordinators, and supervisors. Hard copies will no longer be issued. Requests for exceptions may be made to the CEAH Training Coordinator.

COURSE DESCRIPTION

Each course description gives the course title, dates, purpose, and in some cases, objectives, eligibility, location, source person, and nomination contact person.

The course dates do not include travel dates. Travel dates are normally the day before the start of the course and the afternoon and evening of, or the day after, the end of the course.

CANCELLATION AND SUBSTITUTION POLICY

Based on each particular course, it is important that CEAH be notified as soon as possible in the case of a substitution and/or withdrawal of a course participant(s). We will accept substitutions and cancellations up to 1 week before the start of the course. Any changes in the status of nominees or course logistics will be communicated immediately through the Training Coordinators.

<i>Introduction to Veterinary Epidemiology and Risk Analysis (Spanish)</i>		<i>August 9 – 20, 2004</i>
Location	Ft. Collins, CO	
Course Purpose	<p>This course provides participants with basic technical skills of risk analysis methods and the key epidemiological components needed in conducting surveillance and monitoring. Participants will acquire basic epidemiological skills; learn to apply appropriate epidemiologic tools in animal disease surveillance/survey systems; and conduct valid risk analyses. Emphasis will be placed on analysis and interpretation of field data, diagnostic test results, and the use economic principles in animal health. Existing survey and surveillance systems, and their application in risk analysis process will be demonstrated. During the course field visits to livestock operations, participants will discuss the relationship between private operations and regulatory veterinary professionals in the implementation of disease control strategies.</p>	
Target Audience	Animal health officers working in official veterinary service in Latin America	
Prerequisites	Understanding of basic epidemiological concepts is desirable	
Cost	Travel costs only	
Instructors	<p>Jorge Hernández, University of Florida Dave Hird, University of California-Davis Santiago Urcelay, Universidad de Chile Mo Salman, Colorado State University Cristóbal Zepeda, OIE Collaborating Center for Disease Surveillance and Risk</p>	
Contact	Dr. Cristóbal Zepeda, VS/CEAH, (970) 494-7214	
Nominations	For domestic participation, please send nominations to the Regional Directors' office. For Foreign Nationals, please forward nominations to Dr. Cristóbal Zepeda.	
Nomination Deadline	N/A	

<i>Epidemiology in Action</i>		<i>January 12 – 16, 2004</i> <i>September 14 – 16, 2004</i>
Location	Ft. Collins, CO	
Course Purpose	Participants will review epidemiology principles, design an epidemiology study, and prepare a project plan. Participants will also conduct literature reviews, and design and test survey instruments. Epi-Info software will be used to develop a questionnaire that is appropriate to the scope of the project. (The second week is optional if the student chooses not to conduct the study; however, the student still must plan, design, and develop a realistic study). In the interim period between the first and second weeks, the participant will conduct their study and perform preliminary analysis with consultation from the mentor, as necessary. During the second week, participants will complete analysis of the data, draft a project report, and present findings. Workshops on report writing and presentation skills will be offered.	
Target Audience	Area and Regional Epidemiologists and VMOs. Participants will have the option of attending one or two 1-week classroom training sessions, approximately 6 to 10 months apart. Participants must also identify an epidemiology project or field study that has relevance to their work setting, and if participating in the second week, have time to complete the project during the period in between the two sessions.	
Prerequisites	Basic Veterinary Epidemiology 1, or equivalent	
Cost	Travel costs only	
Contact	Dr. Aaron Scott, VS/CEAH, (970) 494-7249	
Nomination Deadline	<p>To the Regional Office: December 15, 2003 {January course} August 17, 2004 {September course}</p> <p>To VS/CEAH: January 12, 2004 {January course} September 13, 2004 {September course}</p>	

<i>User Created Queries for Data Retrieval (SQL)</i>		<i>March 2 – 4, 2004</i> <i>June 8 – 10, 2004</i>
Location	Ft. Collins, CO	
Course Purpose	Participants will learn data retrieval techniques, especially how to use Structured Query Language (SQL) and the Graphical User Interface (GUI) Browser, to create and execute queries in the Generic Data Base (GDB). They will learn to format data from the GDB for reports and for importing into other software, such as Epi-Info, for further analysis. Techniques to create macros with functions, formulas, and multiple-table joins will be presented.	
Target Audience	Federal or State Program Records Supervisors, Program Managers, Computer Specialists, and Epidemiologists with a need to access GDB or other program data bases for Tuberculosis Brucellosis, Pseudorabies, Scrapie, and other diseases for program management, data quality control and data analysis.	
Prerequisites	Knowledge of the structure of the Oracle 6/7 national program data bases, especially the GDB	
Cost	Travel costs only	
Contact	Mr. Rodney Howe, VS/CEAH, (970) 494-7316 Dr. Mike Dalrymple, VS/CEAH, (970) 494-7317	
Nomination Deadline	<p>To the Regional Office: January 5, 2004 {March course} April 12, 2004 {June course} July 12, 2004 {September course}</p> <p>To VS/CEAH: February 2, 2004 {March course} May 10, 2004 {June course} August 9, 2004 {September course}</p>	

<i>Emergency Management Response System (EMRS)</i>		<i>February 3 – 5, 2004</i> <i>May 4 – 6, 2004</i> <i>June 22 - 24, 2004</i>
Location	Ft. Collins, CO	
Course Purpose	<p>The EMRS is a web-based task management system designed to automate many of the tasks routinely associated with the disease outbreaks and animal emergencies. It is used for routine reporting of foreign animal disease (FAD) investigations, state specific disease outbreaks or control programs, classic national READEO responses, or natural disasters involving animals.</p> <p>Only personnel in a specific state or with a definite "need-to-know" are given access to a specific EMRS data base. Typically, only data entry personnel, section leaders, epidemiologists, and GIS personnel need access to the EMRS. This can be USDA, APHIS, VS employees, state animal health officials, or temporary hires. Information is managed in the EMRS using views for task force management personnel or it can be exported for use with other applications.</p> <p>The purpose of this class will be to show personnel how to log into the EMRS, input data to the system, and how to get information out of EMRS for their specific job.</p>	
Target Audience	USDA, APHIS, VS employees, state animal health officials, and temporary hires that will use EMRS for Routine Foreign Animal Disease/Emerging Disease Issues (FAD/EDI) reporting or use EMRS during a disease outbreak/animal emergency.	
Cost	Travel costs only	
Contact	Mr. Robert Carr, VS/CEAH, (970) 494-7297	
Nomination Deadline	<p>To the Regional Office:</p> <p>December 22, 2003 {February course} March 15, 2004 {May course} April 26, 2004 {June course} June 14, 2004 {August course}</p> <p>To VS/CEAH:</p> <p>January 5, 2004 {February course} April 5, 2004 {May course} May 17, 2004 {June course} July 5, 2004 {August course}</p>	

<i>Government Paper Elimination Act (GPEA)</i>		<i>May 18 – 20, 2004</i> <i>September 28 – 30, 2004</i>
Location	Ft. Collins, CO	
Course Purpose	Participants will be able to develop an understanding of changes in Import/Export processes and routines, as a result of the implementation of increased electronic forms in Veterinary Services.	
Target Audience	Import/Export Personnel	
Cost	Travel costs only	
Contact	Tim O'Neill, VS/CEAH, (970) 494- 7290	
Nomination Deadline	To the Regional Office:	March 15, 2004 {May course} July 26, 2004 {September course}
	To VS/CEAH:	April 19, 2004 {May course} August 30, 2004 {September course}

Workshop on the Fundamentals of Risk Analysis for Decision Makers and Technical Risk Analysts		February 10 – 12, 2004 July 20 – 22, 2004
Location	Ft. Collins, CO	
Workshop Purpose	<p>The primary focus of this 3-day workshop is to introduce the fundamentals of risk analysis from the perspectives of both decision makers and technical risk analysts. Participants will discuss the fundamentals of risk analysis, how it is conducted and how it can be used effectively in evaluating trade-related animal health risks and making regulatory decisions. The workshop will consist of two parts: (1) a non-technical but extensive overview of the risk analysis process and (2) an in-depth technical discussion of quantitative risk analysis, probability, and probability distributions.</p> <p>The non-technical part will be given on the first day of the workshop and should take 5 hours followed by a 2 hour informal discussion. Decision makers and those who are interested in how to use risk analysis results to make more informed decisions will benefit the most from this part of the workshop, and may continue to attend the technical portion of the course only if they wish to do so.</p> <p>The technical part of the workshop will take 2 days and is independent of the non-technical part of the first day so that participants may choose to attend either parts or both parts of the course. The technical portion covers: (1) how to conduct a quantitative risk analysis and evaluate it critically, (3) the fundamental laws of probability on which risk analysis is based, and (3) probability mass and probability distribution functions and how they are used to model data and expert opinions in a risk analysis model. Real life examples will be presented and discussed throughout the course, from formulating the problem to running the model using @Risk software and interpreting results.</p>	
Target Audience	Decision makers and intermediate to advanced technical risk analysts	
Cost	Travel costs only	
Contact	Ms. Heather Bredeson, VS/CEAH, (970) 494-7272 Ziad Malaeb, Ph.D. (A.B.D.), VS/CEAH, (970) 494-7288	
Nomination Deadline	To the Regional Office: To VS/CEAH:	December 15, 2003 {February course} May 24, 2004 {July course} January 5, 2004 {February course} June 14, 2004 {July course}

<i>Emerging Animal Health Issues Identification and Analysis</i>		<i>September 21 – 23, 2004</i>
Location	Ft. Collins, CO	
Course Purpose	<p>Participants will develop an understanding of surveillance and analysis of emerging animal health issues, and how they differ from surveillance and analysis for known and established animal health issues. Instruction includes specific methods and techniques for surveillance and analysis, including hands-on use of data sources and databases. Participants will learn to design and implement a system for identification and assessment of emerging animal health issues, and practice interpretation and assessment of emerging animal health issues.</p>	
Target Audience	Epidemiologists and analysts	
Cost	Travel costs only	
Contact	<p>Dr. Vicki Bridges, VS/CEAH/CEI, (970) 494-7000 Dr. Judy Akkina, VS/CEAH/CEI, (970) 494-7000</p>	
Nomination Deadline	Contact either of the persons listed above for further information.	

<i>Applied Computer-Modeling to Address Animal Health Issues</i>		<i>December 2-4, 2003</i>
Location	Ft. Collins, CO	
Course Purpose	Participants will address complex issues regarding animal health with the assistance of a USDA/APHIS model of disease-spread and mitigation. Emphasis will be on the operation of this USDA software, what parameters to input, and interpreting the model output. Practical examples will be used.	
Target Audience	Epidemiologists, Program managers, and other analysts	
Cost	Travel costs only	
Contact	Ms. Heather Bredeson, VS/CEAH, (970)-494-7272	
Nomination Deadline	To the Regional Office:	October 17, 2003
	To VS/CEAH:	November 3, 2003

Generic Data Base (GDB)																																											
Location	Ft. Collins, CO; North Carolina; Michigan; Texas																																										
Course Purpose	<p>Participants will learn about the APHIS physical network (hardware and software), and how it uses regional, state, and local servers to provide database capabilities to each state in the U.S. They will also learn the terminology and basic concepts of the relational database model, and how the GDB implements this model. Participants will become familiar with the different Veterinary Services animal disease programs and how these programs utilize the GDB as a data repository, as well as the minimal data requirements for diseases program reports routinely submitted to the National Animal Health Programs Staff (i.e., monthly reports for Brucellosis, TB, Pseudorabies, etc.). Throughout this course the participants will also learn how to access data stored in the GDB and how to generate reports required by Veterinary Services, or needed at the local level.</p> <p>This course primarily teaches the theoretical and functional organization of data in the GDB, with emphasis on specific disease programs. The disease programs to be covered in a particular class are determined by the needs and wishes of the participants in the class as expressed in their applications. Participants will be grouped in a manner based on the individual's desired program.</p> <table><tr><td><u>Course</u></td><td><u>Date</u></td><td><u>Location</u></td></tr><tr><td rowspan="6">GDB 1: Data-Entry Workshop</td><td>January 27 - 29, 2004</td><td>Ft. Collins, CO</td></tr><tr><td>February 3 - 5, 2004</td><td>Ft. Collins, CO</td></tr><tr><td>March 16 - 18, 2004</td><td>Ft. Collins, CO</td></tr><tr><td>April 6 - 8, 2004</td><td>Ft. Collins, CO</td></tr><tr><td>May 25 - 27, 2004</td><td>Ft. Collins, CO</td></tr><tr><td>July 13 - 15, 2004</td><td>Ft. Collins, CO</td></tr><tr><td rowspan="6">GDB 2: VS Databases Workshop</td><td>January 6 - 8, 2004</td><td>Ft. Collins, CO</td></tr><tr><td>January 27 - 29, 2004</td><td>Texas</td></tr><tr><td>February 3 - 5, 2004</td><td>North Carolina</td></tr><tr><td>March 16 - 18, 2004</td><td>Michigan</td></tr><tr><td>June 15 - 17, 2004</td><td>Ft. Collins, CO</td></tr><tr><td>August 24 - 26, 2004</td><td>Ft. Collins, CO</td></tr><tr><td rowspan="3">GDB 3: Data-Retrieval Workshop</td><td>January 27 - 29, 2004</td><td>Ft. Collins, CO</td></tr><tr><td>March 2 - 4, 2004</td><td>Ft. Collins, CO</td></tr><tr><td>June 8 - 10, 2004</td><td>Ft. Collins, CO</td></tr><tr><td rowspan="2">GDB 4: GDB for IT Professionals</td><td>February 24 - 26, 2004</td><td>Ft. Collins, CO</td></tr><tr><td>September 21 - 23, 2004</td><td>Ft. Collins, CO</td></tr></table>		<u>Course</u>	<u>Date</u>	<u>Location</u>	GDB 1: Data-Entry Workshop	January 27 - 29, 2004	Ft. Collins, CO	February 3 - 5, 2004	Ft. Collins, CO	March 16 - 18, 2004	Ft. Collins, CO	April 6 - 8, 2004	Ft. Collins, CO	May 25 - 27, 2004	Ft. Collins, CO	July 13 - 15, 2004	Ft. Collins, CO	GDB 2: VS Databases Workshop	January 6 - 8, 2004	Ft. Collins, CO	January 27 - 29, 2004	Texas	February 3 - 5, 2004	North Carolina	March 16 - 18, 2004	Michigan	June 15 - 17, 2004	Ft. Collins, CO	August 24 - 26, 2004	Ft. Collins, CO	GDB 3: Data-Retrieval Workshop	January 27 - 29, 2004	Ft. Collins, CO	March 2 - 4, 2004	Ft. Collins, CO	June 8 - 10, 2004	Ft. Collins, CO	GDB 4: GDB for IT Professionals	February 24 - 26, 2004	Ft. Collins, CO	September 21 - 23, 2004	Ft. Collins, CO
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Target Audience	This course is recommended for epidemiologists, program records supervisors, AVICs, data entry operators, and any other data users. This class is highly recommended, but not required, as a preparation for those interested in the data retrieval class.																																										
Cost	Travel costs only																																										
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Nominations	Nominations are to be sent to the Regional Director's Office. The Regional Office will forward the nominations to CEAH.																																										

NOMINATION REQUEST

COURSE TITLE: _____

DATE OF THE COURSE: _____

PLEASE PRINT CLEARLY

1. Participant's name, social security number, mailing address, phone and fax number, and e-mail address:

___ Dr. ___ Mrs. ___ Mr.

Name	Social Security Number
-------------	-------------------------------

Mailing address (street, city, state, and zip code) _____

Phone number	Fax number	E-mail
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2. Job Title: _____

3. Participants Official Duty Station: _____

4. Estimated costs (This information is needed for the preparation for the Quarterly Travel Plan):

No. of days for per diem: _____

POV (need # of miles round trip): _____

Miscellaneous expenses (round trip estimates): _____
{shuttle, parking, taxi, etc.}

Common carrier fare: _____

Method of purchase for common carrier (GTR, GVTs, CC, etc.): _____

GOV (Check if this mode of transportation will be used): _____

Car Rental: _____

5. Method of Transportation: _____

6. Supervisor's signature for approval: _____

7. Region's approval: _____

PLEASE FAX TO THE REGIONAL OFFICE. THE REGIONAL OFFICE WILL FAX TO THE NOMINATIONS CONTACT PERSON NOTED AT THE END OF EACH COURSE DESCRIPTION.

PRIORITIZED # _____

FOREIGN NATIONAL NOMINATION REQUEST

COURSE TITLE: _____

DATE OF THE COURSE: _____

PLEASE PRINT CLEARLY

1. Participant's name, mailing address, phone and fax number, and e-mail address:

Dr. Mrs. Mr.

Name _____

Mailing address (street, city, state, and zip code, country)

2. Job Title: _____

3. Please give some description of your area of expertise:

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PLEASE FAX TO FORT COLLINS. FAX (970) 494-7294

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